

MADISON COUNTY SAFETY MEETING MINUTES

December 19, 2007

On Wednesday, September 21, 2007, a Safety Committee meeting came to order at 10:00 a.m. with Karen Brown, Roger Staley, Jill Steeley, Chris Mumme, Anna Cossel, Jeff Schlitzkus, John Gottbreht, John Semington, MaryAnn O'Malley Tucker, Judy Melin, Margie Edsall, David Schulz, Vicki Tilstra, Linda Robertson, and Laurie Buyan present.

Loss Control Program: Anna Cossel and Jeff Schlitzkus, HUB International Insurance, and John Gottbreht, Putnam and Associates, were present at the meeting to review details of the MACo On Track Safety Program. John presented the group with an Action Plan and discussed how all employees could help decrease the amount of on the job accidents. John explained that one of the things he does is look at the losses to determine where they come from and how to prevent them. Some of John's suggestions were to develop individual plans for each nursing home; get each department to talk about safety every day; have each employee read and sign a safety statement; and have each department develop self inspection lists. John stated that one of the single most important things is to follow up after each injury.

Appoint Safety Coordinator: Roger Staley volunteered to be the Safety Coordinator. It was agreed that Roger would be the Safety Coordinator/Chairman with Chris Mumme as Vice Chair.

Safety Concerns: Jill Steeley, Public Health Administrator, discussed the safety of the School house and the need for a more comprehensive structural evaluation.

Chris Mumme, Director of Emergency Management, discussed the recent fire drill. Chris stated that the School and Pankey House were called but that the Library also needs to be notified. Chris noted that the Planning Department did not vacate and needs to adhere to drills. Chris also noted that he is working with the Sheriff's Department for an alternate emergency operations center as there has to be personnel available at all times for the 911 system.

MaryAnn O'Malley, Justice of the Peace, suggested that the evacuation plan address gun threats and domestic terrorism stating that the same evacuation plan should not be used in such instances because people would be sitting ducks for a gunman if they were to gather outside.

Also discussed was the need to update the County drug testing policy.

Set Date for Next Meeting: The next safety meeting is scheduled for February 15, 2008, at 10:00 AM in the Commissioners Conference Room. **** Note: This meeting has been changed to February 22, 2007, at 10:00 AM in the Commissioners Conference Room due to the MACo Convention in Billings.**

The Meeting was adjourned at 12:05 p.m.
Minutes prepared by Laurie Buyan.